

ORDER FOR SUPPLIES OR SERVICES					PAGE 1 OF 6		
1. CONTRACT/PURCH ORDER/AGREEMENT NO. F33657-95-D-2966		2. DELIVERY ORDER/ CALL NO. 0032		3. DATE OF ORDER/CALL (YYYYMMDD) 19 APR 2000	4. REQUISITION/PURCH REQUEST NO. SEE SECTION G	5. PRIORITY DO-C9	
ASC/CDS USAF/AFMC ASC/CDS BLDG 16, AREA B 2275 D. STREET WRIGHT PATTERSON AFB OH 45433-7233 STAFFAN L. RONALD (937) 255-7003 X4656 Ronald.Staffan@wpafb.af.mil		CODE FA8622	7. ADMINISTERED BY (If Other than 6) DCMC BALTIMORE 217 EAST REDWOOD STREET SUITE 1800 BALTIMORE MD 21202-5299 SCD: C PAS: (NONE)		CODE S2101A	8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER (See Schedule if other)	
9. CONTRACTOR MANAGEMENT CONSULTING & RESEARCH 2000 CORPORATE RIDGE MC LEAN VA 22102-7805		CODE 5R191	FACILITY 69048	10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE		11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED WOMEN-OWNED	
NAME AND ADDRESS		MAILING DATE APR 19 2000		12. DISCOUNT ITEMS N		13. MAIL INVOICES TO ADDRESS IN BLOCK SEE BLOCK 15 (PAYMENT OFFICE)	
14. SHIP TO SEE SCHEDULE		CODE	15. PAYMENT WILL BE MADE BY DFAS-CO/SOUTH ENTITLEMENT OPER P O BOX 182264 COLUMBUS OH 43218-2264 EFT:T		CODE HQ0338	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.	
16. TYPE OF ORDER	DELIVERY/ CALL <input checked="" type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.					
	PURCHASE	Reference your furnish the following on items specified herein.					
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.							
NAME OF CONTRACTOR SIGNATURE TYPED NAME AND TITLE DATE SIGNED (YYYYMMDD)							
If this box is marked, supplier must sign Acceptance and return the following number of copies:							
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Section G							
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES			20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.				24. UNITED STATES OF AMERICA <i>Lucila Castel</i> BY: LUCILA CASTEL, CONTRACTING OFFICER		25. TOTAL \$82,630.24	
26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED				27. SHIP NO.		28. D.O. VOUCHER NO.	29. DIFFERENCES
DATE SIGNATURE AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				32. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		33. AMOUNT VERIFIED CORRECT FOR	
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT. DATE SIGNATURE AND TITLE OF CERTIFYING OFFICER				32. PAID BY		34. CHECK NUMBER	
						35. BILL OF LADING	
37. RECEIVED AT	38. RECEIVED BY (Print)	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.		

1. In accordance with the basic contract F33657-97-D-2966, Special Contract Requirement H-013 entitled "Orders" and this delivery order 0032, the contractor shall provide support to the Investment Branch of the Financial Analysis Division of the ASC Comptroller Directorate in accordance with the Statement of Work entitled " Financial Management/Comptroller Functional Manpower Support" dated 15 Mar 2000 as specified below at a ceiling amount of \$82,630.24. This delivery order is fully funded and will carry this effort to completion 26 Feb 01.

2. SECTION B: The Supplies/Services schedules are set forth on pages 3 and 4 hereto.

3. SECTION G: Appropriation and Accounting data is set forth on page 5 hereto. .

4. SECTION H: In accordance with AFMC FAR Sup 5352.245-9000, Base Support will be provided by ASC/FMAI. Access to phones, copiers, facsimile machines, computer resources and generic office supplies will be provided.

5. SECTION J:

The List of Attachments is set forth on page 6 hereto.

ITEM	SUPPLIES OR SERVICES	Qty	Unit Price
		Purch Unit	Total Item Amount

0001			\$82,144.00
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Noun: FINANCIAL MANAGEMENT/COMPTROLLER FUNCTIONAL
MANPOWER SUPPORT
ACRN: AA
Security: U
Contract type: Y - TIME AND MATERIALS
Completion Date: 26 FEB 2001
Descriptive Data:

1. The contractor shall provide financial analysis for resolution of Unliquidated Obligations (ULOs) and Negative Unliquidated Obligations (NULOs) support in accordance with the attached Statement of Work (SOW) entitled "Financial Management/Comptroller Functional Manpower Support" dated 15 Mar 00. This CLIN is fully funded and will carry this effort to completion 26 Feb 01.

b. Listed below are the negotiated labor categories and corresponding labor hours for each category:

YEAR 5

CONTRACTOR HOURS	LABOR CATEGORY	ESTIMATED
Prime (On-Site)	Data Technician	3200
Total Year 5 Labor Hours		3200

0002		NSP
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Noun: DATA-EXHIBIT A
ACRN: AA
Security: U
Contract type: Y - TIME AND MATERIALS
Completion Date: 26 FEB 2001
Descriptive Data:
The contractor shall provide data in accordance with Contract Data requirements List (CDRL), DD For 1423-1, dated 9 Mar 2000, attached as Exhibit A. The price of this CLIN is included in the price of CLIN 0001.

ITEM	SUPPLIES OR SERVICES	Qty	Unit Price
		Purch Unit	Total Item Amount

0003			\$48.40
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<i>Noun:</i>	MATERIALS
<i>ACRN:</i>	AA
<i>Security:</i>	U
<i>Contract type:</i>	Y - TIME AND MATERIALS
<i>Completion Date:</i>	26 FEB 2001
<i>Descriptive Data:</i>	
The contractor shall provide materials required in support of CLIN 0001 above. This CLIN is fully funded in the amount of \$48.40. Funded amount covers performance until completion 26 Feb 01.	

0005			\$437.84
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<i>Noun:</i>	TRAVEL AND COMPUTER SERVICES
<i>ACRN:</i>	AA
<i>Security:</i>	U
<i>Contract type:</i>	S - COST
<i>Completion Date:</i>	26 FEB 2001
<i>Descriptive Data:</i>	
The contractor shall provide Travel/Computer Services required in the performance of CLIN 0001 above and pursuant to Special Contract Requirement H-011 of the basic contract entitled "Payment provisions for Materials/Computer Services/Travel/Subcontracting". This CLIN is fully funded and will cover this effort until completion 26 Feb 01.	

ACRN	Appropriation/Lmt Subhead/Supplemental Accounting Data	Obligation Amount
AA	57 03400 300 4720 2N1531 040000 592IE 72806F 503000 F03000	\$82,630.24
	<i>Funding breakdown:</i> On CLIN 0001: \$82,144.00	
	On CLIN 0002: \$.00	
	On CLIN 0003: \$48.40	
	On CLIN 0005: \$437.84	
	<i>PR/MIPR:</i> GFMQ0007205000 \$82,630.24	
	<i>Descriptive data:</i>	
	Fund cite as it appears on the PR (AFMC 36):	
	5703400 300 4720 2N1531 040000 592IE 72806F 503000 F03000	

DOCUMENT	PGS	DATE	TITLE
EXHIBIT A	1	09 MAR 2000	Contract Data Requirements List (CDRL)A0004
ATTACHMENT 1	2	15 MAR 2000	Statement of Work (SOW) "Financial Management/Comptroller Functional Manpower Support".

15 March, 2000

**Statement of Work
for
Financial Management/Comptroller Functional Manpower Support**

Task title: Financial Analysis for resolution of Unliquidated Obligations (ULOs) and Negative Unliquidated Obligations (NULOs)

1. **BACKGROUND:** The Investment Branch of the Financial Analysis Division of the ASC Comptroller Directorate has initiated an office to resolve NULOs and cancelling year ULOs for those financial program offices that do not have adequate personnel to address these problems.
2. **PURPOSE:** To assist the Financial Analysis Investment Branch to resolve unliquidated obligations and negative unliquidated obligations by analyzing financial records and databases, recommending actions required to close the document and implementing the actions approved by the government.
3. **SCOPE:** The contractor shall perform financial analysis of budget authority (BA/OA), commitments, obligations, expenditures, progress payments/liquidations and reimbursements (ref Basic SOW, para 3.6). The task requires special knowledge of financial processes, rules and information systems associated with appropriated and reimbursable funds and related accounting systems. Requires working knowledge of processes associated with numerous government documents including contracts, Purchase Requests, Military Interdepartment Purchase Requests, Project Orders. Authority to Cite funds, etc.; and a working knowledge of the various government financial tracking systems, such as MOCAS, CPAS, Paperview, JOCAS, SPOMIS, AMIS, and ARS.
4. **RESPONSIBILITIES:** The contractor shall research, document, assess the validity of financial status of all documents involved with the designated ULOs and NULOs. Task includes interfacing with government and industry contracting officers and accounting or financial personnel at other Air Force bases, DFAS, and companies. Contractor will utilize automated tools/systems including MOCAS, CPAS, GAFS, JOCAS, SPOMIS, AMIS, ARS as well as normal office software programs.
 - 4.1 The contractor shall identify, research and recommend actions to the government needed to resolve Unliquidated Obligations and Negative Unliquidated Obligations. Actions must be accomplished in a timely manner in order to avoid the cancellation of funds.
 - 4.2 The contractor shall reconcile expenditure/collections for reimbursable orders and recommend actions to close-out the order.
 - 4.3 The contractor will take actions needed to close-out financial documents once approved by the government, then continuously advise the Functional Area Evaluator via conversations and briefings of actions taken. Task includes preparing input to Canceling Fund Burn-down Plans, Tri-annual Certification Reviews, and recurring reports.
- 4 **REPORTING REQUIREMENTS:** The contractor shall contribute to monthly Progress/Status Reports providing the normal funds/manhour expenditure information, accomplishments using metrics where appropriate, and plans for future actions (CDRL A0004)
6. **GENERAL:** Work will be performed for ASC/FMAI at Bldg. 14, Area B, Wright-Patterson AFB, OH, during normal government working hours. Some visits to DFAS Dayton and DFAS Columbus and occasional trips to TDY to contractor sites, may be necessary to coordinate financial records. Contractor personnel will have access to government computers, financial databases, and workspace. No access to classified information is

required but mandatory use of DFAS accounting systems (e.g. CPAS) requires contractor personnel to have a National Agency Check.

7. COGNIZANT OFFICE: Ms Charlotte Mathena, ASC/FMAI, phone 656-5417.

CONTRACT DATA REQUIREMENTS LIST

Form Approved
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY: TDP TM OTHER							
D. SYSTEM/ITEM Specialized Compt, Funct. Support		E. CONTRACT/PR NO.		F. CONTRACTOR							
1. DATA ITEM NO. A0004	2. TITLE OF DATA ITEM CONTRACTOR'S PROGRESS STATUS AND MANAGEMENT REPORT			3. SUBTITLE FINANCIAL ANALYSIS FOR RESOLUTION OF ULOS/NULOS							
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80277		5. CONTRACT REFERENCE SOW PARA. 4		6. REQUIRING OFFICE ASC/FMAI							
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED N/A	10. FREQUENCY MTHLY	12. DATE OF FIRST SUBMISSION 10 DA EOM	14. DISTRIBUTION							
8. APP CODE N		11. AS OF DATE EOM	13. DATE SUBSEQUENT SUBMISSION 10 da eom	a. ADDRESSEE	b. COPIES						
16. REMARKS				ASC/CDSY	0	1	0				
				ASC/FMAI	0	1	0				
				15. TOTAL →				0	2	0	
				G. PREPARED BY Charlotte Mathena		H. DATE 9 Mar 00		I. APPROVED BY Douglas A. Taylor		J. DATE 9 Mar 00	